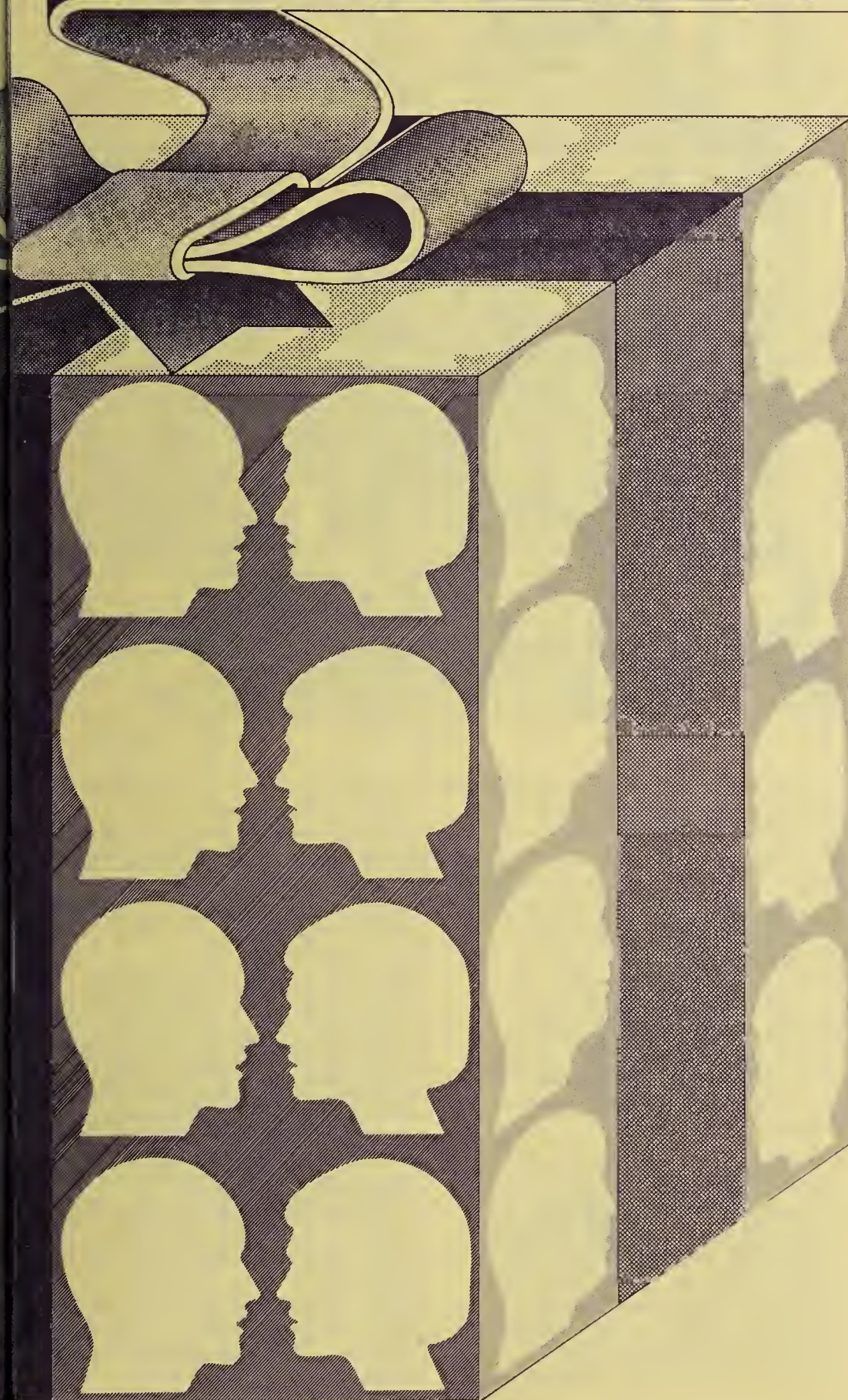


Rapping Paper

Fall 1987



Today's Question

by Brenda Bradshaw

Q. What do all these departments have in common?

1. Near Eastern Studies
2. Department of Psychology
3. Department of Medicine - Toronto General Hospital
4. Trinity College
5. Faculty of Pharmacy
6. Biochemistry Library

A. They all are using Central Services' Photocopy Management Service.

With great care and consideration to the users' needs, the Photocopy Management Service has selected the appropriate copier. We've taken the guess work out of dealing with "The Photocopy Salesperson". The benefits these departments receive by using the service are that the Photocopy Management Service:

- pays for the equipment
- provides and pays for photocopy supplies
- bills the users on a monthly basis for copies made
- monitors the copier ensuring service commitments are met and copy quality is maintained
- deals with all photocopy salespersons and service technicians.

For further information about the Photocopy Management Service please call Brenda Bradshaw at 978-5104.

Finishing Touches

by David Young

In addition to our unsurpassed standards in duplicating, collating, punching, cerlox-binding, saddle-stitching, and stapling, The Copy Cat Duplicating Centre has something new ... *FINISHING TOUCHES* can do wonders for your image with leterset, layout and special assembly, eliminating crooked type and uneven margins. The service is fast and clean, and at \$15.00 an hour (\$10.00 minimum), a real bargain. We pick-up and deliver free of charge or drop in to Room 7 of the McMurrich Building. I'm available Mondays through Fridays, 9-12:00 noon, at 978-3668 or call Sari Seifer, at 978-8156. Ask for *FINISHING TOUCHES*.

MSB Liquid Nitrogen Report

by Dominic Roopnarinesingh

The Liquid Nitrogen Facility provides liquid nitrogen by the litre and liquid nitrogen storage facilities. It is one of the many functions controlled by the Materials Distribution Centre (MDC). The facility was the responsibility of the Department of Anatomy (Histology) until 1984 when, due to budget restraints, the service was assumed by MDC. MDC entered on a program based on cost-recovery with any excess revenue to be used for expansion/improvements in the future.

In the 3 years to follow, MDC not only expanded but has worked very hard at providing an efficient service at minimal cost to the users. Cost to the researchers has always been a primary issue at MDC. The cost of storage space has remained at \$5.00 per box since 1984. This might appear to be a small victory but when one considers the economic conditions of the eighties where inflation has become second nature, it is a tribute to MDC management. In



October, 1986 and Spring of 1987 MDC acquired a used single freezer and a new twin freezer. The reasons for the acquisition of the new freezers were numerous. Simply stated, the old freezer had seen better days. Over the past 16 years it had become clogged with deteriorated boxes, as well as many miscellaneous items that had accidentally fallen into the liquid nitrogen. Although transferring the boxes from the old to the new freezer was a major task, with assistance from all our users it was completed without any major problems.

The effect of the new freezers on the service provided was three-fold. First, the evaporation rate of LN_2 in the new freezers is approximately 10 litres a day compared to 20 litres per day in the old freezer. Second, in the twin freezer the inventory control system is composed of self-contained units which utilizes metal boxes. This system of self-containment protects the samples from

being dislodged. The metal boxes are durable shells that will not deteriorate and add to the cost for the user. Third, the number of spaces available to the users has increased from 133 (old freezer) to 210. This additional space certainly helps to meet the excess demand for storage space.

The Liquid Nitrogen Facility (Room 1217 MSB) is just another example of how MDC has progressed. The good news to our users however, is that we have only just begun. We are constantly looking for new ways to increase as well as improve our present services to our customers. If any information is required pertaining to services provided, storage space or retrieval of samples, please do not hesitate to contact Dominic in the Buying Office at Local 5335.

Liquid nitrogen is also sold by the litre at MDC - Best Institute. No liquid nitrogen storage facilities are available at the Best Institute.

FAB...

to you may mean a laundry detergent but to us at the Copy Cat Duplicating Centre, it means providing our customers with...

Features	Advantages	Benefits
Xerox & Sharp high speed copiers used.	You receive high quality work.	Reflecting a good image of you & your organization.
Next day turnaround time.	Your work is done quickly enabling you to move on to other things.	Helping you to run a smooth and efficient office.
Free pick-up and delivery service.	One call to us and we'll follow through.	Making you available for more pressing matters.
Collating, stapling, 3-hole punching, included in price.	You're never hit with any hidden costs.	Making sure you can plan your budget accordingly.
Reductions, Trimming, Cerlox binding, available.	Offering you a complete range of facilities.	Easier for you. One call does it all.
30 colours of paper in stock.	Giving you a wide selection to choose from.	Making sure you have the 'right' look for the occasion.
Black, Red, Blue or Brown ink available.	Making sure your work will stand out.	People will read and react quicker to your material.
Lowest rates.	Fits into all budgets.	Saving your organization money.

For further information, call Chris Barton 978-7590 or Sari Seifer 978-8156

Sari Seifer

Many of you already know Sari Seifer (néé Farovitch). She is our Office Services' Client Representative. Her recent holiday included a wedding ceremony, hence the name change. We wish her much happiness.

Sari will be pleased to answer your questions about Office Services. Call her at 978-8156.



Compu-who?

by Penny Hay-Roe

Compu-Mom - that's the name the Central Services' Staff have bestowed on the Systems Coordinator. Words like "practise your program", "don't forget to 'Do'" and "you have to have patience" ring in their ears at night. Phase II of the computerisation of Central Services is approaching completion. Phase I involved automating the MSB and Best stockrooms and their inventories. Phase II has seen the computerisation of the "direct purchase" (or the non-stock) orders. A "Bill at Point of Order" system has been implemented which is designed to provide the customer with greater account accuracy. The new ordering system also facilitates queries - by the buyers - into particular orders, accounts, items, vendors, etc. Phase II has already experienced several enhancements and more are planned for the Fall.

Also planned for the Fall is the implementation of Phase III - the computerisation of Office Services Billings. This means that the billing system for the Mailroom, the Photocopy Centres, Copy Cat Duplicating and my favourite Office Service - TPS - will soon be automated.

Also scheduled for the Fall is a facelift for the customer's monthly statement of charges. It will soon appear on more convenient 8½ x 11" pages and will display information in a more readable manner.

The computerisation of Central Services means increased efficiency for customer billing and more effective inventory and order control (and more work for compu-Mom!).

Note: Penny Hay-Roe is on a one year assignment as Systems Coordinator to bring our new computer system on line. She will be returning as Manager of Temporary Personnel Services (TPS) in April, 1988.

L a b s & T a b s ' 8 7

The second annual exhibit Labs & Tabs '87 was presented by the Materials Distribution Centre on August 26th and 27th in the Front Campus Lobby and Auditorium of the Medical Sciences Building. Due to an excellent response last year, the show was expanded to 44 booths this year. Attendance from the Faculty, the University and Teaching Hospitals was excellent and all the attendees and exhibitors had the opportunity to socialize, exchange ideas and evaluate a new generation of products and equipment.

The outdoor barbeque during the two-day event was enjoyed by all as was evidenced by the line-ups each day. Certainly the weather was in our favour and the hotdogs, hamburgers and soft drinks made for a pleasant mid-day break.

As an added feature this year, we outlined a video of MDC, which outlined in a colourful fast-moving manner how this division operates plus how to open an account. Any interested parties wishing to view this video should contact Philip Cottrell at 978-3555.

Two interesting seminars were also presented.

- "Safety in the Lab" by BDH
- "Micro Sampling Techniques" by Beckman

Congratulations to the winners of our 3 door prizes.

1st prize: a Sony Walkman won by

Mary Griffith
Dept. of Anatomy
Medical Sciences Building

2nd prize: 2 tickets to the Royal Alex won by

Dennis Whitfield
Dept. of Biochemistry
Hospital for Sick Children

3rd prize: Dinner for Two at Gallery Club won by

Charles Cote
Dept. of Microbiology
FitzGerald Building

Already we are preparing for Labs & Tabs '88 to take place on August 17th and 18th. Mark the dates on your calendar. We hope to see you there.



Labs & Tabs '87 gave everyone the opportunity to see and discuss all the newest products and services.



This mural produced by Janet Blakely brought sun, sand and a waterfront view to the MSB patia during the lunchtime barbeque.



Some attendees at Labs & Tabs '87. The group on the left are looking at the Video Learn presentation at the Technical Services' booth.



Happy events at the end of the show were the Unicoll Credit Union & Labs & Tabs Draws for prizes. Above is Dorothy Gulliver, Director of Central Services reading the name of a lucky winner. Assisting her is John Slattery of MDC.



The barbeque was very popular! Central Services staff are 1 to r Penny Hay-Roe, Janet Blakely, Robin Hussain, and Bob Thompson.



After the seminar presented by Beckman on Micro Sampling Techniques, these participants stayed on... and on...!

News Flash

Unwire No Longer Unavailable

A recent coup by the Materials Distribution Centre (MDC) adds Nalgene Unwire with 72 holes to stock items available at the Best Institute. (For the UNinitiated, Unwire is a wireless test tube rack.) No excuses for UNcolour in your lab – Unwire comes in 5 colours – green, blue, yellow, orange & white.)

UNleash your imagination and read the list below to discover other items you're UNable to live without!

Description of New Items	Unit	MDC Cat #	Location
Acrylamide Bis 29:1, Electrophoresis	200 g	10047	B only
Sodium Citrate, ACS	2.5 kg	12265	M&B
Seal-a-meal bags, 10" x 20"	roll	20109	M&B
Liquid hand soap, Ivory	1	21818	M&B
Disposable coats, Kleenguard	1	20238	M&B
Canadian Liquid Air		40793	
Disposable, microsampling, graduated	pk/250	32239	M only
Eppendorf Combi-tips 2.5 ml, non-ster.	cs/100	31848	M only
Eppendorf Combi-tips 5 ml non-sterile	cs/100	31849	M only
0-200 µl yellow Fisher	cs/1000	31858	M only
Pi-pump, green, 10 ml	1	40012	M&B
Nalgene Unwire, 72 holes	1	41807	B only
Styrofoam rack, 100 1.5 ml holes	1	41808	M&B
Plastic 3-way stopcock, sterile	1	42020	M&B
Timer, memo, 60 minutes	1	42200	M&B
Plastic disposable polystyrene 12x75	cs/1000	31887	M&B
Toner, for Xerox 9500	case	73293	M only
Transparencies for Sharp copiers, 8.5" x 11"	pk/10	73294	M&B
Disposable gloves, Small, Vinyl	pk/100	80775	M&B
Disposable gloves, Medium, Vinyl	pk/100	80776	M&B
Disposable gloves, Large, Vinyl	pk/100	80777	M&B
Sep-Pak C-18	pk/50	50503	B
Screening membranes 0.45 microns, 85 mm	pk/50	50548	B

P.S. The Staff at MDC suggest you mark these new items in your MDC Catalogue. Questions re new products should be directed to the Stockrooms. At MSB, call 978-8783; at Best Institute, call 978-5280.

NEW

Longer Hours at MSB Photocopy Centre

Effective Monday, September 28th, the MSB Photocopy Centre was open for business from 8:00 a.m. to 6:00 p.m., Monday through Friday. Work may be charged to your MSB Internal Code or paid by cash. Call our Client Service Rep., Sari Seifer at 978-8156 or the MSB Photocopy Centre at 978-8583, for more information.

Centre Island Picnic

by Elizabeth Bicsardi

At the end of June all staff in Central Services were invited to a picnic at Centre Island. The day turned out to be warm and sunny - a perfect day. The picnic was arranged to enable staff in Central Services to get to meet each other. Because we're scattered in many different locations, we sometimes have never met each other. This event enabled everyone to become acquainted and this in turn helps us to work better together to meet our customer's needs.

It was a day of discovery in many ways. In addition to meeting each other, and finding out about each other's jobs, many of us also had the pleasure of a first-time ride on the ferry and visit to the Toronto Islands. Three months later, this outing is still a well remembered event and a source of shared pleasure. I would recommend such an event to other departments who are scattered in several areas and who wish to improve their 'team spirit'.

Elizabeth Bicsardi is our Senior Photocopy Operator in the MSB Photocopy Centre. You may reach her at 978-8583.



Some of the staff socializing at the picnic.

ASAP DEAD Copy Cat Duplicating Accused

by Chris Barton & Robin Gray

Obituary:

ASAP (néé As Soon As Possible) died suddenly September 25, 1987. No surviving Relatives (we hope).

There's a rumor circulating that the Staff of the Copy Cat Duplicating Centre have murdered ASAP. Let me go on record to say this is not quite true. What is true is that we will no longer accept ASAP as a date required.

During the summer months an ad hoc committee (chaired by the late Marshall McLuhen) heard testimony from countless experts from all walks of life — secretaries, administrative staff, deans, and air traffic controllers, to name a few. Their mandate? Define ASAP.

Define it they did. It seems that everyone knows exactly what ASAP means. Unfortunately it means something different to everyone. In fact no two definitions are remotely similar. I would cite a few examples, but what's the point, you already know what it means, right?

The committee brought down two recommendations. Submit one definition to the Oxford Dictionary for consideration or strike the Blighter from existence. The choice was left to the Copy Cat Duplicating Staff. The former alternative was ultimately rejected as there were too many acceptable definitions.

That left the latter. While the details aren't fit for this publication, the result is ASAP no longer exists.

Epitaph:

There once was a clerk from Biology
Who needed some work A.S.A.P.
Said we with a grin
When the job was brought in
We need a firm date from thee.

Chris Barton and Robin Gray may be reached at Copy Cat Duplicating, Room 16 McMurich Bldg., telephone: 978-4270.

Faculty of Music

Quick Facts



Dean: Professor Carl Morey, Ph.D.

Departments, Divisions, Institutes:
Undergraduate Depts.: Performance;
Theory & Composition; Music
Education; History & Literature

Graduate Depts.: (Musicology;
Composition; Performance; Music
Education); Opera Division; Arts &
Science (Music Major) Department;
Institute for Canadian Music

Special Programs: Musical Performance
& Communication Program; Special
Program in Conducting.

Location: Edward Johnson Building.

Admission Standards: Grade 13 or
equivalent plus applicant must be
performing at least at Grade 10 Royal
Conservatory for General Admission -
A.R.C.T. level for Performance
Admission.

Enrolment: Full-time graduates: 70
Full-time undergraduates: 400

Degrees Granted: Mus. Bac.
Performance, Mus. Bac. Composition,
Mus. Bac. History & Literature, Mus.
Bac. Music Education, Mus. Bac.
Theory, Artist Diploma, Licentiate
Diploma in Piano, Diploma in Operatic
Performance. Graduate Department of
Music: M.A. Musicology, M. Mus.
Composition, M. Mus. Performance, M.
Mus. Music Education, Ph.D.
Musicology, Mus. Doc. Composition.

Staff:

Academic staff: 75
Teaching Assistants: 15
Administrative staff: 25

Famous Faculty and Alumni: John
Beckwith, for many years, he was a
writer and programmer for CBC; Irene
Jessner, one of Canada's leading vocal
teachers; Rosemarie Landry,
internationally renowned soprano;
Oskar Morawetz, eminent Canadian

composer; Louis Quilico, internationally
renowned baritone; Norbert Kraft, first
Canadian winner of Spain's Andres
Segovia International Guitar
Competition; Lois Marshall,
internationally renowned mezzo-
soprano; Robert Cooper, Conductor of
the Faculty's Concert Choir, executive
producer of CBC radio music's "Choral
Concert" and "Saturday Afternoon at
the Opera"; Lilian Sukis, Soprano; Greta
Kraus, harpsichordist, pianist and
teacher; Phil Nimmons, composer,
arranger, bandleader, clarinetist; Doreen
Hall, the founder of Music for Canada-
Carl Orff Canada-Musique pour enfants;
Anton Kuerti, Artist-in-Residence at the
Faculty, one of Canada's top pianists;
Teresa Stratas, a graduate of the
Faculty, a lyric soprano, she has sung
opera in many leading houses; Orford
String Quartet; The Orford is Quartet-in-
Residence at the University of Toronto.

Other Interesting Facts:

Music has been a part of the University
of Toronto for more than one hundred
and forty years. The first Bachelor of
Music Degree was granted in 1846 and
the present Faculty of Music was
established in 1918, the first faculty at a
Canadian university for the scholarly
and professional study of music.

The music library is the major research
music collection in Canada; the
MacMillan Theatre is a fully equipped
opera house; Walter Hall is one of the
city's major chamber music halls.

A major renovation and addition to the
present Edward Johnson Building will
start in late 1987.

Editor's Note: Check out the Faculty of Music Calendar of Events for some of the best bargains in town! It is available from the Box Office, Edward Johnson Building or by calling 978-3744.

New Staff



Dominic Roopnarinesingh

Dominic is the newest member of the Buying Office team. MDC however is not his initial experience with the University community. Three years as a student and 5 years of working at Roberts Library has brought Dominic an abundance of knowledge. He recently completed "The Principles of Buying Course". This is the first step in acquiring the Purchasing Management Association of Canada Certificate. Outside the office, Dominic can be found on the squash court or selling the services of Dominic's Party Productions (DPP).



Mark Davies

Mark Davies has recently joined the Materials Distribution Centre (MDC) team where he will be filling a variety of roles. He was employed with the U of T Grounds staff on a temporary basis this summer so he may already be familiar to some folks on campus.

Mark recently returned to Ontario from Nova Scotia when the company he worked for had financial difficulties. Mark has in the past held positions as Shipper, Receiver, Stock-keeper, and Store-keeper so he brings considerable experience to his new position. Mark says he knows that MDC have high expectations and says that he will work hard to fulfill these.

Mark is married and the proud father of two children - Kyle, 4 months, and Deidre, 4 years old. We hope Mark has finally found a fulfilling job after a year of upheaval for him and his family.



What Is Central Services?

A group of services available to the University, teaching hospitals and non-profit community. Services include:

- Copy Cat Duplicating Centre
- The Materials Distribution Centre
- Mail Sorting and Metering
- Specialized Mailing
- Photocopy Consulting
- Photocopy Services
- Temporary Personnel

Call Marilyn Hodgkinson at 978-4427 for information about any of these services or if you require any additional service.

New Customers

by Lucia Vialva

Will you walk into my Centre
Said the Buyer to the Squire
'Tis a most efficient Centre
Yet, to improve we do aspire.
So send us your comments,
Be they praises or laments.
They tell us your desire
And set our actions afire.

A special welcome to our new customers:

Bickell Foundation - Department of Chemistry

Blumwald, Dr. E. - Botany

Connelly, Dr. P.W. - Lipid Research

Dickinson, Dr. T. - Botany

Drucker, Dr. D. - T.G.H.

Esses, Dr. Stephen - Orthopaedic Surgery, TGH

Grupp, Dr. L. - Pharmacology

Jongstra, Dr. J. - Immunology

Kubow, Dr. S. - Pharmacy

Le Choy, Dr. K. - Medicine

Mickle, Dr. A.G. - Clinical Biochemistry, TGH

Mucha, Dr. R. - Pharmacology

Opas, Dr. M. - Anatomy

Paap, Dr. Kim A. - Dermatology, Women's College Hospital

Pigsley, Dr. J. - Pharmacy

Riordan, Dr. Jack R. - Biochemistry Research, HSC

Rosen, Dr. Cheryl - Medicine (Dermatology)

Rothman, Dr. Arthur - Medicine

Templeton, Dr. Douglas M. - Clinical Biochemistry

Upenieks, Dr. John A. - The West Mall

Yeo, Dr. Erik - Medicine, TWH

Zauffa, Dr. Louis - Forestry



New Ideas

Got any bright ideas for new services you'd like to see available through Central Services? Call Dorothy Gulliver, Director of Central Services, Tel: 978-7586.